

AGENDA  
BOARD OF TRUSTEES  
WENATCHEE VALLEY COLLEGE  
WENATCHEE, WASHINGTON  
May 15, 2019

10:00 a.m. – Board Work Session .....	Room 5015A, Van Tassell
3:00 p.m. – Board of Trustees Meeting .....	Room 2310, Wenatchi Hall

Page #

**CALL TO ORDER.....**

**APPROVAL OF MINUTES**

- 1. April 24, 2019, Board Meeting Minutes ..... 2

**CELEBRATING SUCCESS**

- 2. All Washington Academic Team Recognition ..... 6
- 3. Women’s Fast Pitch Team ..... 7
- 4. Stand Against Racism – Wenatchee and Omak Campuses ..... 8

**SPECIAL REPORTS**

- 5. Luz Estrada, ASWVC Wenatchee President..... 9
- 6. Adrian Carrillo, ASWVC Omak President ..... 10
- 7. Patrick Tracy, AHE President ..... 11
- 8. Mike Nelson, WPEA Chief Shop Steward..... 12

**STAFF REPORTS**

- 9. Brett Riley, Vice President of Administrative Services ..... 13
- 10. Quarterly Financial Report: Brett Riley, Vice President of Admin. Services ..... 14
- 11. Tod Treat, Interim Vice President of Instruction ..... 18
- 12. Chio Flores, Vice President of Student Services ..... 22
- 13. Jim Richardson, President ..... 24

**ACTION**

- 14. 2019-2020 ASWVC Budget: Chio Flores ..... 26
- 15. 2019-2020 ASWVCO Budget: Chio Flores..... 37
- 16. 2019-2020 Student Fee Schedule: Brett Riley ..... 45
- 17. 2019-2020 Academic Calendar: Chio Flores ..... 47

**PUBLIC COMMENT**

Persons wishing to address the board must sign up and limit their remarks to three minutes.

**ADJOURNMENT**

---

**An Executive Session may be called for any reason allowed under the Open Public Meetings Act (RCW 42.30)**

**Wenatchee Valley College enriches North Central Washington by serving educational and cultural needs of communities and residents throughout the service area. The college provides high-quality transfer, liberal arts, professional/technical, basic skills and continuing education for students of diverse ethnic and economic backgrounds.**

BOARD MEETING: **May 15, 2019**

AGENDA ITEM : **#1 (action)**

CATEGORY: **APPROVAL OF MINUTES**

**Board Minutes of April 24, 2019**

---

BACKGROUND:

**Attached are the minutes from the April 24, 2019, board meeting for your approval.**

RECOMMENDATION:

**That the minutes from the August 15, 2019, board meeting be approved.**

MINUTES  
BOARD OF TRUSTEES  
WENATCHEE VALLEY COLLEGE  
DISTRICT NO. 15  
WENATCHEE, WASHINGTON  
**April 24, 2019**

10:00 a.m. – Board of Trustees Work Session.....	Lucy Covington Government Center, Nespelem, WA
3:00 p.m. – Board of Trustees Meeting.....	Lucy Covington Government Center, Nespelem, WA

Trustees present

- Phyllis Gleasman, Chair
- Tamra Jackson, Vice Chair
- June Darling
- Martha Flores
- Phil Rasmussen

*The board work session was opened by Chair Phyllis Gleasman at 10:00 a.m. Major agenda items included recognition of Georgia Simpson and former trustee Wendell George, partnership between WVC and the Colville Confederated Tribes, MOA update, recognition of traditional territories, 2019-2020 academic calendar, and 2019-2020 student fee schedule.. Executive session was held to discuss personnel issues.*

The regular board meeting was opened by Chair Phyllis Gleasman at 3:00 p.m. Also in attendance were college administrators.

*The board chair announced that an action item will be added to the meeting agenda.*

**APPROVAL OF MINUTES**

**1. March 20, 2019, Board Meeting Minutes**

**MOTION NO. 2297**

**Phil Rasmussen moved that the minutes of the March 20, 2019, board of trustees meeting be approved. The motion was seconded by Tamra Jackson and carried unanimously.**

**CELEBRATING SUCCESS**

**2. Recognition of Former Trustee Wendell George**

Wendell was appointed to the board of trustees for Wenatchee Valley College by Governor Gary Locke in February 1992 and served as a trustee until 2003. Wendell served as chair of the board from 1996-98 and again from 2000-01. He also served as vice chair from 2001-02. His leadership in the board’s adoption of the Carver model of governance helped move the college forward efficiently and effectively. The college went through an accreditation process during his tenure and Wendell served as chair of a presidential search. His quiet, confident demeanor held the course of the college steady. Wenatchee Valley College is grateful to Wendell George for his leadership during his tenure as a member of the board of trustees as well as his continued support after his term expired. It was announced at the board work session that a section of classrooms on the Omak Campus will be named in his honor.

**SPECIAL REPORTS**

**3. Luz Estrada, ASWVC Wenatchee President**

Luz Estrada was not present to add to her written report

**SPECIAL REPORTS (continued)**

- 4. Adrian Carrillo, ASWVC Omak President**  
Adrian Carrillo was not present to add to his written report.
- 5. Patrick Tracy, AHE President**  
Patrick Tracy was not present to add to his written report.
- 6. Mike Nelson, WPEA Chief Shop Steward**  
Mike Nelson was not present to give a verbal report.

**STAFF REPORTS**

- 7. Brett Riley, Vice President of Administrative Services**  
Brett Riley did not add to his written report.
- 8. Tod Treat, Interim Vice President of Instruction**  
Tod Treat did not add to his written report.
- 9. Chio Flores, Vice President of Student Services**  
Chio Flores was not present to add to her written report.
- 10. Enrollment Report: Jim Richardson, President**  
Overall, WVC ended winter quarter down 1.2 percent from the same time last year. The Wenatchee campus was up 2.59 and the Omak campus was down 9.3 percent. The 10<sup>th</sup> day report for spring quarter shows WVC down by 1.5 percent. Wenatchee is down .8 percent and Omak is down 6.6 percent.
- 11. Jim Richardson, President**  
President Richardson did not add to his written report

**ACTION**

- 12. Resolution #19-221 Indemnification**

**MOTION NO. 2298**

**Tamra Jackson moved that the board approve Resolution No. 19-221 Indemnification for Leslie Lamkin. The motion was seconded by Phil Rasmussen and carried unanimously.**

*Resolution #19-221 attached as Exhibit A*

3:04 p.m. Meeting adjourned

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chair

## RESOLUTION AUTHORIZING INDEMNIFICATION

NO. 19-221

WHEREAS, a legal action, as designated below, has been commenced involving this institution of higher education; and

WHEREAS, the officers and employees of the institution designated below have requested the Board to authorize their defense under RCW 28B.10.842; and

WHEREAS, the Board has made a determination that such designated individuals were acting in the performance of their duties and in good faith; Now Therefore

BE IT RESOLVED that the Board of Trustees hereby specifically finds that the individuals designated below acted within the scope of their authority and in good faith with regard to the conduct alleged by the plaintiff to be wrongful, and the Board specifically authorizes their defense and approves their indemnification by the State pursuant to RCW 28B.10.842.

Done in Open Meeting by the Board this 24<sup>th</sup> day of April, 2019.

BOARD OF TRUSTEES  
Wenatchee Valley College

By: *Phyllis L. Lussman*  
Chairman of the Board

Title of Action: Dayvin Knemeyer vs. Cheri Podruzny & Leslie Lamkin

Cause No: 2:19-CV-00108-SMJ

Individuals Indemnified: Les Lamkin

I, the below-named assistant attorney general assigned to the college, have reviewed the facts and circumstances involving the request for indemnification and I concur in the determination by the Board of Trustees.

Dated this 26<sup>th</sup> day of April, 2019.

*Steve Borath*  
Assistant Attorney General

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#2 (information)**

CATEGORY: **CELEBRATING SUCCESS**

---

**All Washington Academic Team Recognition**

---

**BACKGROUND:**

Wenatchee Valley College students Alison Keller and Emma Brunner were recognized as members of the 2019 All Washington Academic Team at ceremonies in Olympia on March 25, 2019. The program recognizes 65 students from 34 community colleges that reflect the diversity of the state, maintain high standards of excellence and contribute positively to the community

**Alison Keller**

Alison Keller, WVC Phi Theta Kappa Vice President of Leadership, wants to become a doctor to help underserved women and victims of domestic and sexual violence. Keller struggled with mental health issues and perfectionism throughout high school, which left her hospitalized. She said the experience taught her a lot about herself and how to balance work, school, friends and her health. Alison plans to transfer to the University of Washington to study biology and pursue her dream of attending medical school.

**Emma Brunner**

Emma Brunner, WVC Phi Theta Kappa Secretary, is from a family that has been working in the Wenatchee tree fruit industry for four generations. She said her experiences working in the tree fruit industry made her who she is today. She hopes to major in pre-physical therapy at Whitworth University and eventually get a doctorate in physical therapy.

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#3 (information)**

CATEGORY: **CELEBRATING SUCCESS**

---

**Women's Fast Pitch Team**

**BACKGROUND:**

WVC Fastpitch has rolled out to a tremendous year after the long winter held back the start to the season, but alas, the Knight Fastpitch tradition continues with another trip to the postseason.

The Knights have amassed a record of 20-10, good for 10<sup>th</sup> in the RPI ranking system that indicates who will qualify for the postseason. They are led by two first-year pitchers in Kayla Berg (Bend, OR) and Jaelynn Skok (Chewelah, WA) in the circle. Berg also leads a very well-balanced attack at the plate, as the Knights hold a middle of the pack statistical line in nearly every category both individually and as a team.

Despite the challenges of the long winter setting the start back considerably, the Knights have had a tremendous competitive spirit and fight all year long, something they have become known for throughout their storied history. They will conclude their regular season with home and away matchups with Walla Walla, as well as a double header with rival Big Bend.

The Knights will head to Spokane for the NWAC Tournament on May 17-20, seeking to claim our second title this year!

Go Knights!

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#4 (information)**

CATEGORY: **CELEBRATING SUCCESS**

---

**Stand Against Racism**

**BACKGROUND:**

The Stand Against Racism event took place on the Omak campus on April 24 and on the Wenatchee campus on April 25, 2019. Both events were very successful.

On the Omak campus we had around 85 people in attendance and great engagement from students, staff and faculty. A special thank you to the Student Senate team and Livia Millard in Omak.

At our Wenatchee event we fed over 450 people and had very good attendance throughout the whole event. We had keynote speakers Alejandra Castillo the YWCA USA CEO came in from Washington DC. We also had Enrique Morones the founder of the Border Angels organization from San Diego. Enrique spoke about the loss of life at the Southern border and the work his organization is doing to help. Comedian Ernie G performed on both campuses and his insightful humor was very moving and inspirational.

Huge thank you to the organizers Erin Tofte-Nordvik, Marichuy Alvizar, Livia Millard, Yuritzi Lozano, Luz Estrada and Edgar Salamanca. Thanks also go to student Senate, CAMP staff and student volunteers, Michelle Cannaday, Sean La Shear, Michael Lantzy and team, Chio Flores, Libby Siebens, Nick Winters, Holly Thorpe, Kestrel Smith, Jaime Ramirez, Dustin Clark, Richard Brinkman, Karen Alman, Derek Sheffield, Alex Taub, J'lene George, Joara Minhara, Rene Baca and all faculty who encouraged their students to attend the event. This event is in partnership with the YWCA and continues to be one of our most successful events that brings in many community partners including the Mayor of Wenatchee and of Omak.



BOARD MEETING: **May 15, 2019**

AGENDA ITEM **#5 (information)**

CATEGORY: **SPECIAL REPORTS**

**Luz Estrada, ASWVC Wenatchee President**

---

**BACKGROUND:**

**UPDATES:**

- ❖ Our Senate team meets every Friday at 2:00pm in the Van Tassell Conference Room.
- ❖ Senate has put together a Hiring Committee to hire the Senate Team for the year 2019-2020. We hope to have a team together by the last week of May, and have the new senate shadow the old senate. We had 25 application turned in.
- ❖ Senate put together a Budget Committee that is meeting to ensure that student S&A fees are placed in the appropriate groups and amount. Senate will be voting on the budget for the year 2019-2020 at our May 3<sup>rd</sup> meeting.

**EVENT UPDATES:**

We are very joyful as this new quarter comes to an end and about all the upcoming events we will be helping with and putting on ourselves.

- ❖ Senate is very happy to say that the attendance at the accreditation on April 8<sup>th</sup> was greater than expected and had a lot of very engaged students.
- ❖ Senate had major success during the Spring Showcase on April 10<sup>th</sup>. We were able to table and hand out a lot of Senate applications for next year.
- ❖ Senate had a great time at Students of Color Conference, and walked away with an eye-opening educational experience.
- ❖ Stand Against Racism event on April 25<sup>th</sup> was a huge success! There were many people in attendance until the end of the event, and many students and community members were educated on immigrant rights.
- ❖ Senate was happy to table during the Earth Day event April 22<sup>nd</sup>, educating students of the environment.
- ❖ Senate will be part of the Apple Blossom Grand Parade May 4<sup>th</sup>. There will be a few clubs and departments joining Senate as well.
- ❖ Senate is happy to have some student government volunteers for the Pizza, Pop, and Power Tools and Guys and Guts event on May 7<sup>th</sup>.
- ❖ Senate is very excited for the Fishing Derby, May 22<sup>nd</sup>; to bring back such a community oriented event and to strengthen the bond between the college and the community.

**SENATE ACTIONS/APPROVALS:**

- ❖ Senate approved \$150 to advertise the Student of Excellence Award.
- ❖ Senate approved \$2,000 for International Day to use on food, entertainment, and décor.
- ❖ Senate approved \$400 for CAMP to buy t-shirts, and approved for them to use the sound system for their annual CAMP conference.
- ❖ Senate approved the purchase of three signs for the Club room, Senate office and Conference room.
- ❖ Senate approved \$500 for the Apple Blossom Grand Parade.
- ❖ Senate approved \$5,000 for the final event of the year!

**UPCOMING EVENTS:**

Senate is thrilled to help with events to make the end of spring quarter as fun and educational as possible for all of our students.

- ❖ Apple Blossom Parade May 4<sup>th</sup>
- ❖ Pizza, Pop and Power Tools and Guys and Guts event May 7<sup>th</sup>
- ❖ Queer Prom May 10<sup>th</sup>
- ❖ Women in Politics Event May 15<sup>th</sup>
- ❖ Foundation Gala May 18<sup>th</sup>
- ❖ Fishing Derby May 22<sup>nd</sup>
- ❖ End of the Year, Beaches! May 31<sup>st</sup>

BOARD MEETING: **May 15, 2019**  
AGENDA ITEM **#6 (information)**  
CATEGORY: **SPECIAL REPORTS**

**Adrian Carrillo, ASWVC Omak President**

---

**BACKGROUND:**

**April:**

- April 13<sup>th</sup>- Phi Theta Kappa had a book discussion at Hometown Pizza about the book Educated. Afterwards, members and several students, staff and faculty attended the event at the Omak Performing Arts Center to hear the author, Tara Westover. North Central Regional Library provided some free books to students, faculty and staff prior to the event.
- April 19<sup>th</sup> – 20<sup>th</sup>. Livia Millard took eight WVCO students to the Student of Color Conference in Yakima.
- April 24<sup>th</sup> Stand Against Racism event was held from 10am to 2pm. Rancho Chico catered for the event. Founder of Border Angels, Enrique Morones; Dr. Kestrel Smith, current WVC faculty; and Ernie G, an empowerment comedian, spoke at this event. This year's theme was immigration. Approximately 85 participants were in attendance.
- April 22<sup>nd</sup> – 26<sup>th</sup>: Green Campus Committee sponsored an Earth Week event with a film presentation, WVCO facility presenting the importance of bees, booth set up at Stand Against Racism, taking a pledge, and a cleanup challenge in a city park.
- Science Club went on their annual field trip to Port Townsend.
- Continuation of the 2019-2020 S & A Budget Process.

**Upcoming events:**

**May:**

- May 1<sup>st</sup> -2019-2020 S&A budget was approved by the Student Senate.
- May 3<sup>rd</sup> and 4<sup>th</sup>- Science Club will be hosting a plant sale fund raiser.
- May 7<sup>th</sup>- Student Cabinet will help with the Advising Day Conference on campus with two workshops: Beef Up Your Resume with Campus Engagement and What I wish I knew on Day One. We will also have pizza and assist with moderating. The theme is "Bee Advised".
- May 8<sup>th</sup>-Deadline for students to get their application in for student government selections. Interviews will be held the week of May 13<sup>th</sup>.
- May 8<sup>th</sup>- Snow at O will be hosting a speaker at a Nursing Week Luncheon.
- May 11<sup>th</sup> – Red Road Association will be sponsoring the 31<sup>st</sup> Annual United Pow Wow event at the Omak Long House.
- May 17<sup>th</sup> – Student government will be hosting a neon themed dance at the Old Flour Mill from 8pm – 11pm. All students are free, but non-students will pay a fee. This event will be replacing this year's Appreciation Day event.
- May 20<sup>th</sup>-Student government will be sponsoring a Bull Blaster Bar for students from 7:30am-11:00am and May 21<sup>st</sup> from 11:00am – 2:00pm. MEChA Club will join them and will be selling drinks.
- May 31<sup>st</sup>- Snow at O will be sponsoring speaker Theda New Breast at the Omak Performing Arts Center. This event is free to the community.

**June**

- June 14: -Graduation rehearsal at the Omak Performing Arts Center. Student Government will have pizza for students after rehearsal. 2019-2020 in-coming officers will be helping with graduation.
- June 15: Graduation at the Omak Performing Arts Center starting at 1 pm.

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#7 (information)**

CATEGORY: **SPECIAL REPORTS**

**Patrick Tracy, AHE President**

---

BACKGROUND:

A board report was not submitted by AHE President Patrick Tracy.

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#8 (information)**

CATEGORY: **SPECIAL REPORTS**

**Michael Nelson, WPEA Chief Shop Steward**

---

BACKGROUND:

A board report was not submitted by WPEA Chief Shop Steward Michael Nelson.

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#9 (information)**

CATEGORY: **STAFF REPORTS**

**Brett Riley, Vice President of Administrative Services**

---

**BACKGROUND:**

**Administrative Services**

- Administrative Services participated in the WACTC Capital Academy to review the capital budget model and development of the capital request process for the 2021-2023 biennium.
- Administrative Services and Facilities staff have been working to finalize contractual relationships and logistics concerning the temporary spaces that will be occupied during the construction of the Wells Replacement project.

**Budget & Internal Auditing**

- Fee schedule will be presented for approval to the Board at the May meeting.
- State capital and operating budgets have been approved. Staff have been working with State Board staff to establish revenue projections for the 2019-20 fiscal year. Preliminary budgets have been developed for each division as well as the Core Theme Councils. Currently, Cabinet and Core Theme leadership are prioritizing new budget request to align with available funding.

**Fiscal Services**

- Fiscal Services staff continue working on data cleanup, training material, and work flow process efficiencies to prepare for ctcLink conversion.
- Fiscal Services staff continue the year-end close process and have integrated ctcLink preparations into the process.

**Facilities**

- Wells Hall- Conditional use permit process with the city has been completed. 50% Design documents have been delayed due to Wing- Five separation and EOC integration. A meeting has been set for May 8, 2019 to develop contingency plans and path forward.
- Minor Works-
  - The facilities crew is back to work on roofing projects now that the weather has warmed up. Roof work will likely continue until the end of the fiscal year.
  - Misc. Office Space- We are converting or upgrading multiple spaces on campus to serve as faculty offices around campus. This project is ongoing and will continue into summer.
  - Van Tassell Ramp- Initial bids came in high, facilities have reprioritized the scope of the project and is moving forward with a notice to proceed in May.

**Safety and Security**

- The college continues working on another tabletop exercise that will simulate an active shooter situation that is scheduled for the middle of May. The Safety team is hoping to follow the tabletop exercise with a mock active shooter event later in the summer that will take place in Wells Hall after it has been vacated.
- Washington State Department of Labor and Industry was on campus to review lab hygiene practices and evaluate general lab safety. The labs reviewed were located on the third floor of Wenatchi Hall and Eller-Fox. Generally, L&I was pleased with the condition of the labs with one minor observation in Wenatchi Hall and a couple recommendations concerning chemical storage in Eller Fox.
- Safety personnel met with the Omak police department to address safety concerns brought up during our accreditation visit and establish a communication plan between the entities.

BOARD MEETING: **May 15, 2019**  
AGENDA ITEM: **#10 (information)**  
CATEGORY: **STAFF REPORTS**

---

**Quarterly Financial Report: Brett Riley, Vice President of Administrative Services**

---

**BACKGROUND:**

**Balance Sheet Assets**

Investments are again recorded because the funds, plus assigned interest, due to the endowments were redeposited in the LGIP on 1/22/19 with interest.

**Liabilities**

Accrued liabilities have decreased because of the payment to LGIP for the borrowed endowment funds.

**Statement of Income**

The Revenue in Excess of Expenditures is a positive \$4,541,430.57 and that includes accrued expenditures. However, the balance remaining in the 101 allocation that supports payroll expenses is nearly expended and all further payroll charged to that fund will be charged to fund 149. The only major sources of revenue between now and July 1 are the third quarter of Running Start and Summer tuition. These can be expected to generate approximately \$1,800,000 and \$800,000 for a total of \$2,600,000.

Current excess	\$4,541,430.57
+RS & Summer	<u>\$2,600,000.00</u>
Total est	\$7,141,430.57

PR 04A-06B after	
Grant/alloc reimb est	<u>\$7,078,382.28</u>
Difference	63,048.29
Plus rev not	
RS/Summer est	<u>\$ 550,000.00</u>
Est FY1819 cash bal	613,048.29

**WENATCHEE VALLEY COLLEGE  
BALANCE SHEET  
3rd Qtr FY1819  
March 2019**

**ASSETS**

<b>CASH</b>			
CASH ON DEPOSIT	3,661,045.75		
OTHER - CHANGE FUNDS	2,360.00		
SAVINGS - US BANK	125,012.44		
<b>TOTAL CASH</b>	<u>3,788,418.19</u>		
<b>INVESTMENTS</b>			390,262.95
<b>ACCOUNTS RECEIVABLE</b>			
CURRENT RECEIVABLES	783,468.76		
ALLOW UNCOLL REC	(45,113.04)		
INTER/INTRA GOV REC	4,550,286.39		
LONG-TERM RECEIVABLE	763,712.86		
<b>TOTAL ACCTS RECEIVABLES</b>	<u>6,052,354.97</u>		
<b>INVENTORIES</b>			
GEN LONG-TERM OBLIG			11,050,470.01
LAND			1,372,427.00
BUILDINGS			43,952,256.72
IMPR OTHER THAN BLDG			296,934.09
FURNISHINGS & EQUIP			739,183.75
LIBRARY			84,075.90
<b>TOTAL ASSETS</b>			<u>67,726,383.58</u>

**LIABILITIES AND FUND BALANCE**

<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
PAYABLES	(431,782.91)		
ACCRUED LIABILITIES	(1,424,633.63)		
INTER/INTRA GOV PAY	(4,525,304.54)		
CURR INSTAL&LEASEPAY	(439,000.00)		
OTHER CURR LIAB	(810,363.16)		
<b>TOTAL CURRENT LIABILITIES</b>	<u>(7,631,084.24)</u>		
<b>LONG-TERM LIAB</b>			
LT INSTALL&LEASE PAY	(8,796,000.00)		
OTHER LONG-TERM LIAB	(2,628,579.05)		
<b>TOTAL LONG-TERM LIABILITIES</b>	<u>(11,424,579.05)</u>		
<b>TOTAL LIABILITIES</b>			<u>(19,055,663.29)</u>
<b>FUND BALANCE</b>			
REVENUES	(21,081,406.25)		
CASH CUSTODY - TREAS	(14,051,221.96)		
ENC,EXPEND/EXPENSES	17,635,665.20		
<b>TOTAL FUND - NON EQUITY</b>	<u>(17,496,963.01)</u>		
<b>FUND EQUITY ACCOUNTS</b>			
FUND BALANCE	193,318.56		
OTHER	(31,367,075.84)		
<b>TOTAL FUND EQUITY ACCOUNTS</b>	<u>(31,173,757.28)</u>		
<b>TOTAL FTE'S</b>			
<b>TOTAL FUND BALANCE</b>			<u>(48,670,720.29)</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>			<u>-67,726,383.58</u>

*J* *RD*

**WENATCHEE VALLEY COLLEGE  
CONSOLIDATED STATEMENT OF INCOME  
3rd Qtr FY1819  
March 2019**

<b>REVENUES AND OTHER INCOME</b>		
<b>STATE ALLOCATIONS</b>		
001	11,327,720.42	
WRT	533,966.30	
08A	1,480,164.70	
489	637,851.00	
<b>LOCAL RESOURCES</b>		
145/146	5,560,749.23	
148	1,591,238.76	
149	5,704,122.56	
<b>CAPITAL FUNDS</b>		
057/060	1,650,047.28	
<b>TOTAL REVENUE AND INCOME</b>	<b>28,485,860.25</b>	
<b>COSTS, DEDUCTIONS, AND EXPENDITURES</b>		
<b>STATE ALLOCATIONS</b>		
001	(11,327,720.42)	
WRT	(533,966.30)	
08A	(1,480,164.70)	
489	(637,851.00)	
<b>LOCAL RESOURCES</b>		
145/146	(1,690,016.93)	
148	(1,437,318.37)	
149	(5,184,268.78)	
<b>CAPITAL FUNDS</b>		
STATE CAPITAL	(1,650,047.28)	
LOCAL CAPITAL	(3,075.90)	
<b>TOTAL COSTS, DEDUCTIONS, AND EXPENDITURES</b>	<b>(23,944,429.68)</b>	
<b>REVENUE IN EXCESS OF EXPENDITURES</b>	<b>4,541,430.57</b>	



Mar-19

BofA Balance	
WaFed Balance	
Outstanding Issues WA Fed	(139,212.61)
April Clk Batches GA1930	<u>(40,413.35)</u>
	(179,625.96)

387,456.66  
 2,976,658.55 } 3,364,115.21  
 (179,625.96)

Deposits in Transit	WVC	BA	Deposit Amt
C1-190328-02	CC DEPOSIT		1,923.77
CG-190328-02	CC DEPOSIT		4,045.59
NG-190328-02	CC DEPOSIT		499.90
C1-190329-02	BANK DEPOSIT		3,895.69
CG-190329-02	CC DEPOSIT		8,279.24
CG-190329-02	BANK DEPOSIT		428,666.23
CG-190329-02	CC DEPOSIT		7,373.95
NG-190329-02	DEPOSIT		487.65
NG-190329-02	CC DEPOSIT		952.59
			<u>456,124.41</u>

456,124.41

NSF Checks Returned	WVC	BA	Amount
3.28.18 905145134/905059967	30.46	4.10.18 905184322 Negrete, Samuel	470.00
5.21.18 905153699 Duché, Marissa	4.50	1.3.19 905170346 Goodman, Hunter	195.35
	<u>34.96</u>		<u>665.35</u>

700.31

Batch	Description	WVC	WaFed/BofA	Disposition	Amount
April 17 - November 18	Web vs 553		192,834.76	183,227.93	9,606.83
December	Web vs 553		246,605.43	236,352.24	10,253.19
January	Web vs 553		36,902.72	49,058.66	(12,155.94)
February	Web vs 553		40,366.26	36,239.64	4,126.62
2.22.19	Cashier vs Bank Deposit		5025.19	5,027.27	Corrected backwards (2.08)
March Sweep Fees	March Sweep Fees		(967.87)	(954.37)	(13.50)
3.12.19	Cashier vs Bank Deposit		16,275.95	16,275.97	(0.02)
3.13.19	Cashier vs Bank Deposit		12,600.07	12,600.17	(0.10)
3.22.19	Cashier vs CC Deposit		6,491.84	6,490.94	0.90
March	Web vs 553		265,766.00	256,194.27	9,571.73
3.29.19	WaFed VAED Veterans			1,350.00	(1,350.00)
3.29.19	884 Deposit			768.70	(768.70)
3.29.19	Cybersource			47.57	(47.57)
3.29.19	Deposit			125.70	(125.70)
3.28.19	WaFed AAFES			(636.12) FRAUD	636.12
					-
		FROM GA1331	GL1110	SUBTOTAL	<u>9,661,045.75</u>
				BALANCE BOOKS	<u>3,661,045.75</u>
				DIFFERENCE	0.00

athletics rev 8.5  
 rc revenue 5

BOARD MEETING: **May 15, 2019**  
AGENDA ITEM **#11 (information)**  
CATEGORY: **STAFF REPORTS**

**Tod Treat, Interim Vice President of Instruction**

---

**BACKGROUND:**

**Educational Achievement**

Several new programs have been approved. In addition to SBCTC Approval of the BAS in Data Analytics (May 2), the Pharmacy Technician program has been sent to the SBCTC and MA apprenticeship contract signed. Meetings have been scheduled with Eastside High School and the Bellevue Dean to discuss Occupational Live Skills program.

WVC has officially been accredited by the National Alliance of Concurrent Enrollment Partnerships (NACEP), only the fourth community college in Washington to do so.

**Support for Learning**

The Annual Schedule has been approved for the 2019-2020 Academic Year. Scheduling for Completion enhances student success, college sustainability, and faculty satisfaction by creating a well-planned schedule that increases certainty and transparency for students and faculty alike. The Schedule prioritizes specifically required courses offered in course sequences that are clearly mapped and available for students either in the catalog or on advising sheets. Each year, we hope to strengthen Annual Schedule to remove barriers to students taking increased credit loads by, (A) ensuring there are not course conflicts between associated courses (those a student is likely to be taking at the same time in a particular degree or program path), (B) attempting to schedule associated courses in adjacent timeslots and complementary locations. As we improve, the annual schedule will create morning, afternoon, and evening options that allow students to maintain a full-time load within compressed blocks of time to allow outside work, childcare, and transportation efficiency.

Instruction and the Deans are working with Facilities to prepare to move offices and classrooms as part of Wells Hall Replacement. This is a significant effort by the Deans, faculty, and staff and Instruction appreciates everyone's efforts and patience.

**Responsiveness to Local Needs**

Staff have continued the "WVC Roadshow" to focus on partnership development related to CTE Dual Credit, College in the High School, the Admissions Guarantee (TAG), and Professional Education Advisory Board (PEAB) to support our BAS-T. In May, WVC will submit the BAS-T proposal to the Professional Educators Standards Board (PESB) as the final step for approval. As part of this proposal, the Workforce Dean and ECE Director have created a Professional Educators Advisory Board (PEAB), with the first meeting held on 2-27-19.

**Diversity and Cultural Enrichment**

Two hands on programs focused on nontraditional programs were offered to aid student recruitment.

Pizza, Pop and Powertools – May 7<sup>th</sup>

Try A Tech – May 10<sup>th</sup>

Members of the AIIS Advisory Committee (Kestrel Smith, Arnie Marchand, Holly Bringman, Shandy Abrahamson, and Peter Donahue) visited the En'owkin Centre in Penticton, BC, to further our cross-border relationship on April 10.

**Continuous Improvement**

Several WVC faculty and staff from both Omak and Wenatchee attended the Student Success Institute conference in Spokane.

**Sustainability**

The WVC Spirit Committee, co-chaired by the Dean of Allied Health and Workforce Dean, is working to create a culture of kindness and celebrating excellence throughout both campuses. Efforts of the Spirit Committee include two separate occasions of giving all faculty and staff on both campuses coffee and apples during Fall and Winter finals week and also accepting nominations for outstanding faculty and staff. On 3-20-19, the Dean of Allied Health and Workforce Dean traveled to Omak to give certificates of appreciation to nominated faculty as well as WVC coffee mugs. For both campuses, more than 50 faculty and staff were recognized.

During the Accreditation visit held 4/9-4/10/19, workforce (including Allied Health) and Responsiveness to Local Needs were mentioned in the commendations.

## Instruction Division for Wenatchee Valley College Board of Trustees Report May 2019

	Division	Division	Division	Division	
<i>Instructional Goals</i>	Allied Health	LAS	IT & Library	Workforce Ed	Omak
<b>Sustainability: Create a learning environment that embeds sustainable practices and philosophies. [This is to include reduction of consumables, as well as a curricular focus.]</b>	Advocated for SHB 2158 to address dire nursing faculty shortage in the state and significant lack of parallel compensation with industry pay scale (25-35% less in nursing education) Meeting with Rich and Charlie to plan for the move of the CE Nursing Assistant Lab in September.	Working with dev. Ed. English faculty interested in providing OER for students. Created work plan and discussed accessibility.	No update.	Workforce Ed serves on the Core Theme: Responsiveness to Local Needs, where sustainability is a priority. To promote sustainability, the Core Theme Council is adding hydration stations and promoting recycling efforts across both campuses.	Members of the AIIS Advisory Committee (Kestrel Smith, Arnie Marchand, Holly Bringman, Shandy Abrahamson, and Peter Donahue) visited the En'owkin Centre in Penticton, BC, to further our cross-border relationship on April 10.
<b>Increased Retention and Completion: Increase Quarter to Quarter &amp; Fall to Fall Retention Rates; Increase Program Completion Rates. A component to this goal is to focus on improving transitions for all students.</b>	No new update since last month.	Transfer English division voted unanimously to unify the writing program. This will contribute to retention in the long term.	No update.	The annual Pizza, Pop and Power Tools event to be held on May 7 <sup>th</sup> and the new event, Try a Tech, to be held on May 10 <sup>th</sup> . Try a Tech will be open to all schools in WVC's service district. The WED Dean is also working on expanding our partnership with the Wenatchee Valley Skills Center, especially in Machining and possible BAS-ET.  Westside High School brought interested students to the WVC campus to learn more about workforce programs.  The WED Dean and Director of Workforce Pathways attended the Implicit Bias Training held in Spokane 4/23-4/24/19.  A WVC Workforce Education Facebook Page has been created; please like our page!	Kestrel Smith, Tria Skirko, Shandy Abrahamson, Peter Donahue, and WVCO grad Laura Gribble visited with the HS-21 students in Nespelem to discuss transferring to college, Colville Tribe resources, the AIIS program, library resources, and reading and writing in college, on April 26.
<b>Program Growth &amp; Development: Review and analyze all programs offered; program development planning and implementation; assessment cycles of our programs and</b>	Pharmacy Technician program to the SBCTC and MA apprenticeship contract signed. Meeting with Bellevue Dean to discuss Occupational Live Skills program. Discussion with Nursing	Emergent need for ASL ITP program has led to a meeting with CWU World Languages department for potential collaboration (2+2 program). AIIS advisory committee meeting took place for the	Continued facilitation of Faculty Assessment Committee, including engagement with	WVC is expanding WED offerings in Omak, including Agriculture and Natural Resources;  Two new BAS program proposals are currently being researched:	

## Instruction Division for Wenatchee Valley College Board of Trustees Report May 2019

<b>assessment of student learning outcomes.</b>	Commission about generic BSN program.	spring quarter. Decisions were made about how to meet most immediate needs of tribal community.	NWCCU evaluators.	BAS-Agriculture and Business/Accounting.  A meeting took place with two employees of Coleman Oil on 4-12-19 to discuss partnering on a CDL program.	
<b>Strategic Enrollment: Offering a comprehensive annual schedule that promotes student access and success.</b>	Annual schedule in place for all allied health programs.	Relocation of classes offered in Wells to alternate spaces for summer and fall quarters.	No update.		Edgar Arellano has joined Omak as Completion Coach. He began spending time at the Omak WorkSource. I will be at the One Stop Centre every Wednesday 1300 to 1700. He will be providing are Outreach, Intake, and Orientation to “One Stop” services. In addition to these duties he will be doing some outreach for WVC by providing Program information, enrollment, Workforce Grants, Student Access, and most important of all having a face out to the community.
<b>Advising: Engage the college community in the conversation around guided pathways and create a strategy for the next two years.</b>	Participation in group advising planning in Omak for May 7 <sup>th</sup> .	No update.	Continued support for Guided Pathways  Attended Student Success Institute		
<b>Increased Communication: Continue to communicate regularly about Instruction Division goals, progress, and challenges with external and internal constituents.</b>	Efforts to increase communication via 1:1 meetings, department meeting, IC, CC, Deans, Shared Space, BIT, Advisory Meetings, Spirit Committee, all campus meetings.	No update.	Participated in NWCCU visit at many levels and meetings.  Participated in 4/18 WVC Roadshow  Participated in WVC change awareness event.		
<b>Improving Transitions: Adult Basic Education and Single Point of Entry for all WVC Students.</b>	No update	Discussing of inclusion of ABE faculty in unified writing program.	No update.		

**Instruction Division for Wenatchee Valley College Board of Trustees Report May 2019**

<p><b>2018-19 Hiring Plan: Develop a collaborative plan for hiring staff/faculty based on need and budget. Commitment to retention of staff and faculty through foundational activities and communication like new faculty orientation and workshops, onboarding materials, outreach to adjunct faculty, etc.</b></p>	<p>Allied Health positions currently filled.</p>	<p>Actively interviewing for multiple full-time faculty positions and adjunct positions for 2019-2020.</p>	<p>No update.</p>	<p>Jan Clark and Nancy Spurgeon are both expected to retire at the end of fiscal year 2018 and replacements will need to be hired. A new faculty job announcement for the new BAS-T has posted</p>	
<p><b>Budget Planning: Increased attention and understanding to all budgets within Instruction (inclusive of grants and Foundation support).</b></p>	<p>Budget planning with Deans and Tod.</p>	<p>Currently analyzing and discussing needs for budget in LAS next year.</p>	<p>No update.</p>	<p>Currently analyzing and discussing needs for budget in WED next year.</p>	

BOARD MEETING: **May 15, 2019**

AGENDA ITEM **#12 (information)**

CATEGORY: **STAFF REPORTS**

**Chio Flores, Vice President of Student Services**

---

BACKGROUND:

### **ATHLETICS**

- Fastpitch has continued a strong showing this spring, currently second in East region standings at 14-5. With two outstanding first-year pitchers in Kayla Berg (Bend, OR) and Jaelynn Skok (Chewelah, WA), the Knights jumped ahead of the competition in the region and remain candidates for the postseason
- Baseball has been beset by injuries throughout the season, but are on a terrific upswing, winning 3 of the last four contests. As they come down the stretch, Knights will play a bulk of their schedule on the road, and look make up for earlier losses
- September 20 is tentative date for the return of WVC Athletics Golf Classic.

### **CAMP**

- Grant application was successfully submitted on April 8. Anticipate hearing back from Department of Education around mid-June
- Recently hosted 13 colleges and universities for NW CAMP Consortium. Over 400 students and staff attended for a hugely successful event. Many programs gave positive feedback on the organization, execution of the event
- Received 24 applications for the 2020-2021 school year and recently submitted 15 students for upcoming cohort

### **STUDENT SERVICES**

#### *Admission, Registration & Outreach and Recruitment*

- Lucero Martinez coordinated and put on College Planning Day for approximately 350 high school students. Attendance consisted of 10 different high schools, 2 groups from Eastmont, 2 home-school families, and 17 colleges across the northwest. Shout out to all that helped: Ivan Valdovinos, Janet Franz, Jenny Capelo, Marichuy Alvarez, Maria Lagunas, Danny Zavala, Brent Carter, Amy Olson, Ben Sorensen, Nancy Syria, and the IT Helpdesk
- The end-of-term was a success! Nearly no missing grades, and great teamwork between Registration, Cashiering and Financial Aid, as the gap between winter and spring quarters is very short

#### *Education & Career Planning*

- March 8, Jaima Kuhlmann attended Guided Pathways meeting entitled, "Guided Pathways Foundations: Integrating Developmental Educational and Basic Skills Summit," along with other staff and faculty
- Through discussions with Dr. Treat and Deans, it was agreed that Nursing DTA students should have PHIL, PSYC, and NUTR listed on their transcripts, per the agreement. Transcripts and current registration are being updated to the appropriate courses
- Phone calls made by Andrew Behler to students last month appear to have paid off; Transitional Studies had 34% increase of FTEs at the 5-day mark for spring quarter
- Finals testing was March 18-20. Of the 81 accommodation testing appointments made this month, 36 were for final exams which require 3- or 4-hour blocks of time for each student. Total of 101 students were approved for accommodations for winter quarter
- This month, Testing Center began gearing up for Running Start testing in April. Scheduled 16 RS-only testing sessions in April and expect over 300 HS students
- Amy Olson and Randy Mitchell met with Riva Morgan to discuss action plan for addressing the Strategic Plan's job shadow and internship initiative

- Randy Mitchell is working with Four Peaks Environmental Science and Data Solutions to create internships for natural resources, accounting, computer technology, and business computer technology students. She is also working with Chelan PUD to provide job shadow experiences for 10 MESA students interested in mechanical engineering
- Randy Mitchell spoke recently with representative from small business association about increasing internship opportunities for WVC students and partnering with them
- Amy Olson coordinated transfer advising with CWU staff. 11 WVC students had one-on-one appointments. Interest is high for transfer advising events and will be offered again for spring quarter.
- Completion Coach Yadira Oregon received total of 204 JIT Alerts for winter quarter (vs 259 fall quarter)
- This month, WVC received Generation Study Abroad Seal of Excellence from IIE for meeting study abroad goals and contributing to IIE's commitment to increase number of US students studying abroad before the end of the decade

#### *Financial Aid*

- Financial aid awarding for 2019-2020 year will start the week of April 22
- Revision being considered for Satisfactory Progress policy to look at our census date as the date SAP will take place. Currently we look at the first day of the quarter
- Currently, have 2,313 on-time FAFSA applications for 2019-2020 year
- June 8, WSAC loan ombudsman will provide loan repayment workshop for graduating WVC students on Wenatchee campus. Working on how to present to Omak
- Projecting to go live with Symplicity by end of April. Discussions taking place with Symplicity to start cleanup of test data and to start entry of current cases
- Kevin Berg will be attending a webinar on "Sexual Assault Prevention for Student Athletes" on March 18

#### **TRIO/SSS**

- Program participants are 134/140; working to fill all 140 spots available. Currently, six students pending (2 in Omak, 4 in Wenatchee). Waitlist for 2019-2020 has been started for incoming students
- Tutoring services continue to be provided at both sites. Two tutors have been hired to serve in Wenatchee and tutoring services continue to be offered to Omak students
- Outreach efforts to visit classrooms and local high schools to share about the program continue
- Students from Omak will soon be going on a transfer visit to Western Washington University. Wenatchee students are also traveling to UW for transfer visit
- Graduating TRIO students will be celebrated on May 29 for Omak students and May 30 for Wenatchee students
- Pamela Alvarado will continue monthly visits to Omak and Nespelem to meet with Omak students and Julia Price. Pamela has been in communication with Kayce Palmer in Nespelem
- Julia Price did some tabling in Nespelem on April 26. Julia and Pamela will be tabling in Nespelem on May 17

BOARD MEETING: **May 15, 2019**  
AGENDA ITEM **#13 (information)**  
CATEGORY: **STAFF REPORTS**

**Jim Richardson, President**

---

**BACKGROUND:**

**Programs Overview**

- The BAS in Data Analytics was approved by the State Board on May 2. They were very impressed with the level of math that the degree requires. Math professor Derin Wysham wowed them with his expertise in all things math, statistics, and computer programming. Dean Joey Walter deserve much credit for his work to gather the experts in the community and the college to put together this degree. Thanks also goes to the VPI Tod Treat who stewarded the degree application and proposal process to its conclusion.
- Lisa Karstetter from Microsoft's Spark Grant met with Stacy Luckensmeyer and transitional Studies Director Brent Carter to discuss the needs of the more than 30,000 workers and residents who do not have a high school diploma, many of whom also do not speak English well. Brent talked about the ways WVC could deliver our IBEST programs, High School 21 and other technical certificate programs in remote areas.

**Policy Overview**

- At the federal level, we continue to monitor the progress of the renewal of the Higher Education Act.
- The capital budget did include funding for the Wells Hall replacement project, but the design funds for a Batjer replacement missed the cut off, but should be in the top 5-10 projects on the SBCTC's capital list for the next biennium.
- The operating budget received much needed funding, but we are still waiting on SBCTC analysis to know our allocation for the coming year, and also how restricted many of the funds may be in their uses.

**Facilities Overview**

- Wells Hall has been painted in murals by art students and looks great! We are looking at limited areas of Batjer Hall to do a similar thing.
- The Museum is considering leasing the Wells House to the entity known as the "Wells House Committee." We have expressed concern over the change in partnership and have told them that if that happened, WVC would have to withdraw much of its support as a state agency.

**Finance Overview**

- Cabinet is still considering the budget for 2019-2020 as we wait for the SBCTC's analysis of the state budget.
- I may come to the board in June and ask for a continuing resolution to give us time to piece together the 2019-2020 budget for presentation in fall.

**Other**

- Interviewed and hired a replacement for President's Assistant Janet Franz who is retiring June 30 after 27 years of service! Maria Iniguez from the Wenatchee School District will try to fill Janet's considerable shoes and legacy at WVC and with the Board of Trustees.
- I continue to meet with the WVC-Omak Foundation. They are planning an early summer fund raiser and are selling tickets to a vacation of the winner's choice up to \$2000. They are also arranging a meeting with Key Bank, which is where the Confederated Tribes of the Colville Reservation do all their business. We hope to begin a partnership of support for students with them.
- Met several times with Stacy Luckensmeyer about economic development issues and Our Valley, Our Future progress. She has also been instrumental in getting Microsoft Spark Grant's attention put on WVC and our area's underserved populations.
- Working with Reagan, Tod and Brett on faculty negotiations preparations as explained last meeting. We continue with those negotiations.
- Attended Workforce Board meetings.
- Traveled to Omak several times and met with Shandy Abrahamson, WVC Tribal Relations Director, and others.



- Traveled to WSU Tri-Cities and met with the chancellor and several community college presidents to discuss pathways to transferring, especially in the STEM area.
- Presented to the State Board at Clover Park Technical College with Dean Walters, VPI Treat, and Professor Wysham on WVC's BAS in Data Analytics. They voted to approve the degree.
- Met with an ad hoc committee from the foundation to discuss campaign consultant proposals for a capital campaign. They will move forward at their next board meeting.
- Welcomed Wenatchee School District 8th graders who were on campus to participate in Pizza, Pop and Power Tools or Guys and Guts. A great day of introducing 8th graders to many different careers available to them.
- Met with the State Board of Education to discuss our partnerships with the Wenatchee School District and industry partners (Chelan PUD included) and all the events and cooperation that have grown over the years in the valley.

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#14 (Action)**

CATEGORY: **ACTION**

---

**2019-2020 ASWVC Budget: Chio Flores**

---

**BACKGROUND:**

The 2019-2020 Service and Activity (S&A) fee budget has been developed by the ASWVC S&A Budget Committee through a process of holding budget forums to answer questions regarding S&A funds and the allocation process, sending email reminders regarding the process, scheduling hearings for organizations to provide additional information regarding their budget requests and to answer questions from the committee.

The Committee carefully evaluated each request based on:

- Student engagement – the number of students who benefit from the program
- Student development – how students can grow from the program
- Current and past fiscal responsibility
- Organization’s alignment with ASWVC and WVC vision and mission statements; including commitment to diversity, equity, and inclusion
- Service to our campus and community

In approving this budget, the board of trustees authorizes:

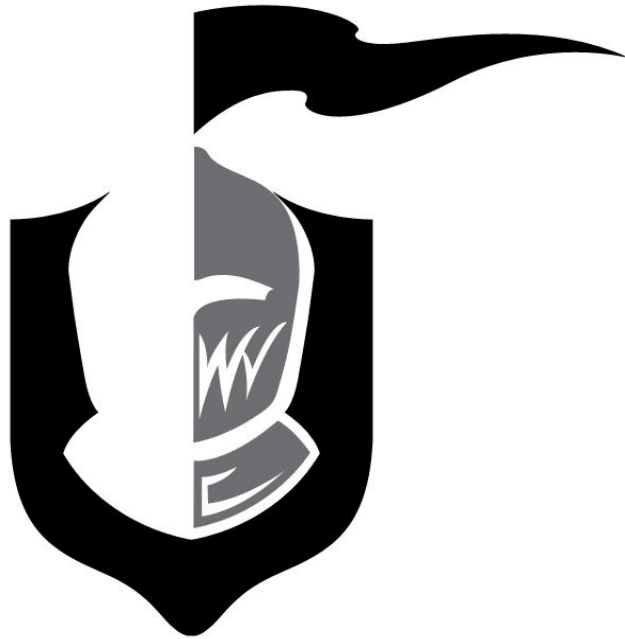
- Approval of the S&A Fund Balance Future Planning included in this budget.
- The ASWVC Budget Committee and the Associate Dean of Campus Life, Equity & Inclusion, in coordination with the college Business Manager, to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The board recognizes that this annual budget is a projection, and that the actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.
- The ASWVC and the Associate Dean of Campus Life, Equity & Inclusion to proceed with the execution of the planned programs.

This budget has been carefully reviewed by college staff, and is recommended to the board of trustees as an effective and responsible use of state educational resources.

**RECOMMENDATION:**

That the board approve the 2019-2020 ASWVC Budget as presented.

# **WENATCHEE VALLEY COLLEGE**



## **SERVICES AND ACTIVITIES FEE BUDGET**

**2019 - 2020**

**Approved by the ASWVC Student Senate – 5/3/2019**  
**Approved by the Board of Trustees (WVC) – TBD**

# **Associated Students of Wenatchee Valley College**

## **Vision:**

ASWVC Student Senate aspires to promote a diverse collegiate experience that fosters unity and success within our community

## **Mission:**

The ASWVC Student Senate serves the student body by enhancing the student experience through programming, advocacy, and policy. We foster a campus environment built on integrity, respect, inclusivity, and community; while providing opportunities for students to become leaders.

ASWVC  
SERVICE AND ACTIVITY FEE BUDGET PROPOSAL  
2019 - 2020

SUBMITTED BY  
ASWVC STUDENT SENATE

BOARD OF TRUSTEES

Dr. June Darling  
Phyllis Gleasman  
Tamra Jackson  
Phil Rasmussen  
Martha Flores  
Dr. Jim Richardson, President

ASWVC BUDGET COMMITTEE MEMBERS

Jared Marshall, Student (Chair)  
Rachel Odima, Student  
Elizabeth Gear, Student  
Lexie Goodman, Student  
Michelle Cannaday, Faculty/Staff  
Erin Tofte-Nordvik, Advisor



# MEMORANDUM

*Associated Students of Wenatchee Valley College*

---

**TO:** Board of Trustees

**FROM:** ASWVC Student Senate

**DATE:** May 3, 2019

**RE:** 2019-2020 Service and Activity Fee Budget Proposal

The 2019-2020 Service and Activity (S & A) fee budget has been developed by the ASWVC S&A Budget Committee through a process of holding budget forums to answer questions regarding S&A funds and the allocation process, sending email reminders regarding the process, scheduling hearings for organizations to provide additional information regarding their budget requests and to answer questions from the committee.

The Committee carefully evaluated each request based on:

- Student engagement – the number of students who benefit from the program
- Student development – how students could grow from the program
- Current and past fiscal responsibility
- Organization’s alignment with ASWVC and WVC vision and mission statements; including commitment to diversity, equity, and inclusion
- Service to our campus and community

In approving this budget, the Board of Trustees authorizes:

- Approval of the S&A Fund Balance Future Planning included with this budget.
- The ASWVC Budget Committee and the Associate Dean of Campus Life, Equity & Inclusion, in coordination with the college Business Manager, to adjust the estimated S&A fee revenues during the fiscal year and to allocate additional resources within the approved budget. The Board recognizes that this annual budget is a projection, and that actual revenues and expenses may vary from the projections during the execution of the budget during the fiscal year.
- The ASWVC and the Associate Dean of Campus Life, Equity & Inclusion to proceed with the execution of the planned programs.

This budget has been carefully reviewed by College staff, and is recommended to the Board of Trustees as an effective and responsible use of state educational resources.

## **S&A Budget Summary**

### **Resources**

---

The estimate of Services & Activities fee revenue is based on projected 2019-20 FTE levels (Full-Time Equivalent: 12 credit hours fulfilled by one student equals one FTE). The 2019-20 S&A revenue is a conservative estimate developed in coordination with the college Vice President for Administrative Services.

The Senate held a District meeting to approve WVC's S&A Fee and set it to automatically increase to equal the amount set by the State Board for Community and Technical College. This decision was made so that ASWVC & ASWVCO will be able to allocate funds in a matter that allows for the college to grow with the rate of inflation. As of the approval of this budget, the SBCTC lists S&A Fee rates at \$11.06 per credit for 1-10 credits and \$9.51 per credit for 11-18 credits.

Funds remaining from the prior year revert to the Fund Balance Reserve. Expenditures from this account are to be made through approval of the ASWVC Student Senate.

### **Expenditures**

---

The ASWVC Budget Committee has thoughtfully reviewed all funding requests and presents this budget reflecting balance among the various activities to benefit students and create a vibrant campus life. This budget continues most of the programs funded during the previous academic year. Additional growth is designed to support increased student participation in co-curricular programs.

For this budget, requests for S&A funding exceeded the estimated revenue by \$326,623. The ASWVC Budget Committee has thoughtfully reviewed all requests, and presents a budget reflecting a balance among the various activities to benefit all students. This was extremely difficult due to how much we had to decrease each program to stay within the projected budget.

## S&A Budget Summary

### **ASWVC Activities:**

---

**Fund Balance Deficit:** The ASWVC is aware of overspending in previous years and has committed to making an annual allocation of \$20,000 until the overspent accounts are no longer negative.

**Bus Payment:** This budget was created FY 2019-2020 to support the purchase of a bus by the ASWVC in order to decrease the overall cost of transportation for all programs.

**Cultural Events:** The ASWVC recognizes the importance of a diverse student body and has allocated funds in support of holding a variety of multicultural events.

**Campus Activities (Formerly Dance / Events):** This budget provides funds to bring a variety of activities and events to campus. Funds are managed through the Senate.

**Graduation:** ASWVC renewed the annual allocation to fund graduation ceremonies.

**Student Programs / In-Service Training:** This budget item is allocated to fund the training of FY 2019-20 ASWVC Senate members.

**Interclub Council:** Clubs are a valuable component of a student's educational experience. They offer opportunities for students to develop friendships and connections to the college, share similar interests, learn effective leadership and communication skills, and of course have fun. This budget provides funding for student clubs recognized by the ASWVC. These funds are used for events, programming, marketing, supplies, guest speakers, and other program expenses.

*Note: In 2019, in an effort to increase efficiency and fiscal responsibility, the ASWVC chose to update the funding model for clubs. In lieu of one single account for all clubs, separate allocations for each club were generated within the Interclub Council budget which is managed through the Interclub Council and Campus Life. These separate accounts are dedicated to the individual clubs but together make up the Interclub Council budget.*

**LINK Transit:** To support one of the primary financial constraints students face (housing, food, and transportation), the ASWVC has elected to provide bus passes to all WVC students.

**Performing & Visual Arts:** ASWVC recognizes the importance of the visual and performing arts and the enrichment to students that these programs provide, and has carried over the previous year's budget allocation in support of these programs.

**Residence Life:** ASWVC has carried forward the funding for the residence life programs in an effort to enrich the experience of the students who live on the WVC campus.

**Special Projects:** This budget line provides funds for students to attend conferences and/or make presentations at conferences, and includes a requirement for the student or organization to bring the knowledge back to the campus through a program, presentation, or report. The budget line also provides funding for projects, activities, equipment, furnishings, supplies, and other unforeseen needs during the academic year.

**Student Center Supplies:** This budget line funds the day to day needs of the student center

---



---

throughout the academic year, including student ID cards.

**Student Senate:** the ASWVC is comprised of twelve students: the Executive Board, which oversees the administrative functions of the Senate, the Campus Activities Board, which coordinates activities and events for campus, and Student Ambassadors, who coordinate direct outreach with the student body. These groups also provide campus tours and help with different outreach initiatives. Members of the Senate receive an hourly wage.

**Student Programs PT Hourly (Budget/Clubs):** The ASWVC recognizes the administrative support which is required to ensure success of events, programs, and activities held throughout the academic year. This budget line is to support the Campus Life office and the multitude of administrative tasks required in support of the ASWVC.

**TRiO:** ASWVC recognizes the direct support offered to students through this program and how that support ensures student success. ASWVC has renewed the budget support for this program.

**Tutor Center:** ASWVC recognizes the support across a multitude of disciplines that the Tutor center offers to all enrolled students and has allocated funds in support of this program.

**MAC Gallery:** ASWVC recognizes the benefit that outside artists can have on students' artistic development and have allocated funding in support of the MAC gallery.

**MESA:** ASWVC recognizes the direct support offered to students through this program and how that support ensures student success. ASWVC has allocated funding in support of this program.

**Science Explorations Trips:** ASWVC understands that not all learning occurs within a classroom setting, and that trips into the field provide students with experiences that will help guide them along their educational journey. To that end ASWVC has chosen to provide funding for these science trips.

---

## **ASWVC Athletics**

---

This budget reflects a collaborative partnership in funding between students and the college. The ASWVC recognizes the importance intercollegiate athletics brings to the college and community, and funds a great majority of the expenses necessary to support our seven intercollegiate athletics teams: men's and women's basketball, women's volleyball, men's and women's soccer, baseball, and softball.

The athletic trainer works to ensure that our student athletes have a qualified and trained professional to monitor and diagnose injuries. The Athletic Department reports a strong appreciation and need for this service. This service helps with recruitment of athletes, preventative health, and the recuperation of injured athletes.

**ASSOCIATED STUDENTS  
2019-2020 S&A FEE OPERATING BUDGET**

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019 - 2020</u>
ASWVC Omak (15%)	114,000	123,000	120,000
Campus Projects Fund (264-1P55)	0	0	0
Vehicle Replacement Fund (264-1P03)	0	0	20,400
ASWVC Contingency (264-1P54)	30,000	38,035	0
ASWVC Activities	241,304	303,165	329,800
ASWVC Athletics	<u>374,696</u>	<u>355,800</u>	<u>329,800</u>
<b>TOTAL</b>	<b>760,000</b>	<b>820,000</b>	<b>800,000</b>

**ASWVC WENATCHEE BUDGET 2019-2020**

**ACTIVITIES SUBSIDIES**

<u>ACCT NO.</u>	<u>ACCOUNT NAME</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
264-1P01	Fund Balance Deficit Payment			20,000
264-1P03	Bus Payment			27,895
264-1P15	Cultural Events	10,000	20,000	15,000
264-1P06	Events/Campus Activities	32,000	50,000	38,345
264-1P17	Graduation	5,500	7,000	7,000
264-1P04	Student Programs / In-Service Training	6,000	6,000	2,500
264-1PIC	Interclub Council (all club accounts)	28,000	40,000	35,000
264-1P14	Legislative Travel	1,500	3,000	0
264-1P86	Link Transit	21,865	21,865	24,000
	Math Calculators (one time allocation)	3,305	0	0
264-1P13	Welcome Week / Orientation (combined with Events)	5,000	0	0
264-1P18	Performing & Visual Arts	6,000	5,000	5,000
264-1P08	Residence Life	5,800	6,000	5,000
264-1P12	Special Projects	20,534	30,000	25,000
264-1P09	Student Center Supplies/ID Cards	10,000	12,000	12,000
264-1P05	Student Senate Wages	54,300	54,300	58,000
264-1P88	Student Programs PT Hourly (Budget/Clubs)	0	15,000	15,060
264-1PTR	TRiO	4,000	5,500	5,000
264-1PTC	Tutor Center	27,500	27,500	25,000
	MAC Gallery			2,000
	MESA Program			5,000
	Science Explorations Trips			3,000
	<b>SUBTOTAL:</b>	<b>241,304</b>	<b>303,165</b>	<b>329,800</b>

**INTERCLUB COUNCIL SUBSIDIES**

<u>ACCT NO.</u>	<u>ACCOUNT NAME</u>	<u>2019-2020</u>
264-1PIC	Interclub Council	2,500
	Kaizen	2,000
	QSA	4,500
	MEChA	4,500
	Skills USA	750
	Ag & Natural Resources	2,500
	Auto Tech	1,250
	Culture Club	1,000
	CyberKnights	1,000
	SNOW	4,500
	Sounds of Silence	1,250
	Machining	750
	MASK	2,000
	Veteran Knights	2,500
	Mechatronics	1,000
	Outbackers	1,000
	Refrigeration	2,000
	<b>SUBTOTAL:</b>	<b>35,000</b>

**ATHLETIC SUBSIDIES**

<u>ACCT NO.</u>	<u>ACCOUNT NAME</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>
264-1P61	Athletic Director	6,000	6,000	6,000
264-1P90	Game Management	0	0	54,500
264-1P63	Fastpitch Softball	55,000	50,000	22,350
264-1P64	Baseball	55,000	50,000	21,850
264-1P65	Men's Basketball	50,000	48,000	22,350
264-1P66	Women's Basketball	50,000	48,000	22,350
264-1P__	Uniform Replacement Cycle	0	0	9,000
264-1P68	Scholarships	27,196	28,300	109,525
264-1P70	Men's Soccer	39,000	35,000	18,250
264-1P71	Women's Soccer	39,000	35,000	18,250
264-1P72	Volleyball	36,000	38,000	19,350
264-1P80	Sports Medicine	17,500	17,500	6,025
	<b>SUBTOTAL:</b>	<b>374,696</b>	<b>355,800</b>	<b>329,800</b>

**ASWVC OMAK BUDGET 2019 - 2020**

<b>SPECIAL ACCOUNTS</b>		<b><u>2017-2018</u></b>	<b><u>2018-2019</u></b>	<b><u>2019-2020</u></b>
264-2P40	Contingency	10,650	12,300	14,400
264-2P31	Campus project fund	5,325	5,535	5,000
264-2P36	Vehicle Replacement Reserve	3,420	3,155	0
	<b>SUBTOTAL:</b>	<b>19,395</b>	<b>20,990</b>	<b>19,400</b>

<b>ACTIVITIES SUBSIDIES</b>		<b><u>2017-2018</u></b>	<b><u>2018-2019</u></b>	<b><u>2019-2020</u></b>
<b><u>ACCT NO.</u></b>	<b><u>ACCOUNT NAME</u></b>			
264-2P42	Awards	2,000	2,000	2,000
264-2P37	Cabinet	5,000	5,000	5,000
264-2P35	Entertainment	14,125	15,800	16,000
264-2P32	Student Supplies	4,500	0	4,000
264-2P11	Transportation	2,000	1,920	0
264-2P16	Scholarships	28,000	30,000	20,000
264-2P34	Graduation	5,000	5,000	5,000
264-2P43	Leadership	3,000	4,000	3,140
264-2P52	Computer Supplies	0	0	0
264-2P54	Legislative Travel	0	0	0
264-2PTC	Tutor Center	11,000	14,800	15,000
264-2P44	Copier Supplies	0	0	1,360
264-2PBK	Omak Student Books	4,080	4,000	4,000
264-2P45	Science Club	5,000	4,250	5,000
264-2P33	Nursing Club	5,700	6,000	5,000
264-2P39	PTK	0	0	0
264-2P41	Red Road	5,200	5,840	5,000
264-2P30	Byte Club			100
264-2P53	MEChA			5,000
264-2P70	MASK			0
264-PTR	TRiO			5,000
	<b>SUBTOTAL:</b>	<b>94,605</b>	<b>98,610</b>	<b>100,600</b>

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#15 (Action)**

CATEGORY: **ACTION**

**2019-2020 ASWVCO Budget: Chio Flores**

---

**BACKGROUND:**

The following is an explanation of our S&A accounts that we have designated as carryover accounts for ASWVC-Omak, 2019-2020 budget.

The Omak campus has three (3) special accounts at this time the only one not being allocated funds is the Vehicle Reserve (2P36). At this time the account has sufficient funds in it to purchase another vehicle if needed.

In the activities subsidies accounts:

We are transferring \$100 into Byte Club (2P30) due to the fact that it has a deficit and the club is no longer active. This account will then be closed after the deficit is taken care of.

Designated Carryover Accounts:

Phi Theta Kappa (2P39) funds are being carried over for next budget year so that they can continue to work on getting the club up and running like it has been in the past. This is a temporary carryover until the next budget year.

Pt Hourly Assistant (2P14) and Student Pantry (2P71) were new accounts started with enough funds in them to carry them until the next budget cycle (2020-2021).

Transportation (2P11) and Link Transit Omak (2P86) are accounts that have enough funds in them to carry through for several years.

Student Government Scholarships (2P16) and Entertainment (2P35) are accounts that we would like to carryover so that there is always a sufficient amount of funds in them. Due to the fact that these two accounts have large expenditures each year.

This budget has been voted on and unanimously approved by the Student Senate of WVC Omak on May 1, 2019. Thank you for your time in reviewing our 2019-2020 S&A Budget. We look forward to your final approval.

**RECOMMENDATION:**

That the board approve the 2019-2020 ASWVCO Budget as presented.

WENATCHEE

VALLEY

COLLEGE

AT OMAK

2019-2020

BUDGET

May 2, 2019

Wenatchee Valley College Board of Trustees:

The following is an explanation of our S&A accounts that we have designated as carryover accounts for ASWVC-Omak, 2019-2020 budget.

The Omak campus has three (3) special accounts at this time the only one not being allocated funds is the Vehicle Reserve (2P36). At this time the account has sufficient funds in it to purchase another vehicle if needed.

In the activities subsidies accounts:

We are transferring \$100 into Byte Club (2P30) due to the fact that it has a deficit and the club is no longer active. This account will then be closed after the deficit is taken care of.

Designated Carryover Accounts:

Phi Theta Kappa (2P39) funds are being carried over for next budget year so that they can continue to work on getting the club up and running like it has been in the past. This is a temporary carryover until the next budget year.

Pt Hourly Assistant (2P14) and Student Pantry (2P71) were new accounts started with enough funds in them to carry them until the next budget cycle (2020-2021).

Transportation (2P11) and Link Transit Omak (2P86) are accounts that have enough funds in them to carry through for several years.

Student Government Scholarships (2P16) and Entertainment (2P35) are accounts that we would like to carryover so that there is always a sufficient amount of funds in them. Due to the fact that these two accounts have large expenditures each year.

This budget has been voted on and unanimously approved by the Student Senate of WVC Omak on May 1, 2019.

Thank you for your time in reviewing our 2019-2020 S&A Budget. We look forward to your final approval.

Sincerely,

Adrian Carrillo

ASWVC-O Student Body President

## **ASWVC-0 2019-2020 Budget**

### **SPECIAL ACCOUNTS**

<u>Account Number</u>	<u>Account Name</u>	<u>Subsidy</u>	<u>Carryover</u>
2P31	Campus Projects	5,000.00	X
2P36	Vehicle Reserve	0.00	X
2P40	Contingence	14,400.00	X

### **2019-2020 ACTIVITIES SUBSIDIES**

<u>Account Number</u>	<u>Account Name</u>	<u>Subsidy</u>	<u>Carryover</u>
2P11	Transportation	0.00	X
2P14	Pt Hourly Assist	0.00	X
2P16	Stdnt Gov Scholarships	20,000.00	X
2P30	Byte Club	100.00	
2P32	Student Center	4,000.00	
2P33	Nursing Club	5,000.00	
2P34	Graduation	5,000.00	
2P35	Entertainment	16,000.00	X
2P37	Cabinet	5,000.00	
2P39	Phi Theta Kappa	0.00	X
2P41	Red Road Assoc	5,000.00	
2P42	Awards	2,000.00	
2P43	Leadership Conf.	3,410.00	
2P44	Copier Supply/Rental	1,360.00	
2P45	Science Club	5,000.00	
2P52	Computer Supplies	0.00	
2P53	MEChA	5,000.00	



<u>Account Number</u>	<u>Account Name</u>	<u>Subsidy</u>	<u>Carryover</u>
2P54	Legislative Travel	0.00	
2P70	MASK	0.00	
2P71	Student Pantry	0.00	X
2P86	Link Transit Omak	0.00	X
2PBK	Student Books	4,000.00	
2PTC	Omak Tutor Center	15,000.00	
2PTR	Omak TRiO Spprt Svcs	5,000.00	

## **ASWVC-O TWO-YEAR BUDGET COMPARISON**

### **SPECIAL ACCOUNTS**

<u>Account Number</u>	<u>Account Name</u>	<u>2019-2020</u>	<u>2018-2019</u>
2P31	Campus Projects	5,000.00	5,535.00
2P36	Vehicle Reserve	0.00	3,155.00
2P40	Contingence	14,400.00	12,300.00

### **2019-2020 ACTIVITIES SUBSIDIES**

<u>Account Number</u>	<u>Account Name</u>	<u>2019-2020</u>	<u>2018-2019</u>
2P11	Transportation	0.00	1,920.00
2P14	Pt Hourly Assist	0.00	0.00
2P16	Stdnt Gov Scholarships	20,000.00	30,000.00
2P30	Byte Club	100.00	0.00
2P32	Student Center	4,000.00	0.00
2P33	Nursing Club	5,000.00	6,000.00
2P34	Graduation	5,000.00	5,000.00
2P35	Entertainment	16,000.00	15,800.00

<u>Account Number</u>	<u>Account Name</u>	<u>2019-2020</u>	<u>2018-2019</u>
2P37	Cabinet	5,000.00	5,000.00
2P39	Phi Theta Kappa	0.00	0.00
2P41	Red Road Assoc.	5,000.00	5,840.00
2P42	Awards	2,000.00	2,000.00
2P43	Leadership Conf.	3,410.00	4,000.00
2P44	Copier Supply/Rental	1,360.00	0.00
2P45	Science Club	5,000.00	4,250.00
2P52	Computer Supplies	0.00	0.00
2P53	MEChA	5,000.00	0.00
2P54	Legislative Travel	0.00	0.00
2P70	MASK	0.00	3,400.00
2P71	Student Pantry	0.00	0.00
2P86	Link Transit Omak	0.00	0.00
2PBK	Student Books	4,000.00	4,000.00
2PTC	Omak Tutor Center	15,000.00	14,800.00
2PTR	Omak TRiO Spprt Svcs	5,000.00	0.00

## **SPECIAL ACCOUNTS**

**Campus Projects:** For projects, activities, equipment, furnishings, supplies and other unforeseen needs regarding the campus during the academic year, such as the Native Garden upkeep.

**Vehicle Reserve:** For the funding of new vehicle purchases. At this time this account has enough funds to purchase another van.

**Contingency:** For large campus projects and budgetary needs, and provides potential start-up funds for clubs

## **ACTIVITIES**

**Transportation:** For the funding of vehicle gas and upkeep expense.

**Part-Time Hourly Assistant:** To provide administrative support to student government advisor and to help student government and clubs.

**Scholarships (wages):** An incentive to members of Student Government for their hard work and dedication in the improving the quality of student life at WVC Omak.

**Byte Club:** This club is not active.

**Student Center (supplies):** For the purchasing of equipment-Student ID Card System-blank cards, ribbons, year stickers and cleaning kit.

**SNOW@O:** The Omak campus nursing club attends Nurse Legislative Day and also sponsors the graduation Pinning Ceremony in June.

**Graduation:** This account is use to help support graduation by funding the event at the Performing Arts Center, purchasing gowns and tassels, providing the honor son, purchasing announcements, decorations, flowers and also light refreshments.

**Entertainment:** For events and activities on and off campus-Roller skating, film festival, tickets for events at the Performing Arts Center, Standing Against Racism, did a bowling event to collect items for the Homeless Shelter.

**Cabinet:** Provides funds for the ASWVCO cabinet gear-team t-shirts, polo shirts and jackets for conferences and college representation.

**Phi Theta Kappa:** Attends local, regional and national conferences.

**Red Road Association:** Provides events in November during Native American Heritage Month, sponsors the annual United Pow Wow in May, pumpkin carving contest. Purchase swag items to promote the club, attends a local basket weaving event. Provides cultural events for all students and others within the community.

**Awards:** Funding for the annual Appreciation Day, for recognizing outstanding students and staff members held by the Director of Public Relations and Director of Public Affairs.

**Leadership:** For student leadership training for the cabinet including summer training, local and regional professional development.

**Copier Supplies:** Paper, ink, toner, and copier machine maintenance supplies.

**Science Club:** Attends a yearly science field trip, purchases supplies for the -

**Computer Supplies:** For computer upgrades and supplies-ink and paper-for student cabinet.

**MEChA:** Just starting back up. Will be working on getting the word out to students about the mission of the club.

**Legislative Travel:** Reserved for the legislative activity on campus, any travel associated with students advocating for WVC-O at the state level.

**MASK:** this club was not active this year. No funding at this time

**Student Pantry:** To provide assistance to Omak campus students who lack food and other necessities due to financial hardships.

**Student Books:** To provide the library a copy of textbooks for classes being taught at WVC-O so that students are able to use at the college library.

**Tutor Center:** Help provide for part-time hourly wages for student tutors.

**TRiO Support Services:** Provide academic support services to students who are low-income, first-generation and/or have a documented disability.

BOARD MEETING: **May 15, 2019**

AGENDA ITEM: **#16 (Action)**

CATEGORY: **ACTION**

---

**2019-2020 Student Fee Schedule: Brett Riley**

---

**BACKGROUND:**

**Note:** numbering convention used below is in reference to Local Fees and Sales for 19-20 document shared with the Board at the April Board Meeting.

**GENERAL ADJUSTMENTS**

Instructional staff have spent exhaustive effort in identifying and evaluating instructional cost centers this year. As a result of this evaluation, the following base class fees of \$10.00 (\$2 per credit) will be implemented in the 19-20 academic year:

- A. LAB, MATERIAL, AND INSTRUCTIONAL FEE: 1) Accounting, 2) Agriculture, 3) American Indian and Indigenous Studies (AIIS), 4) American Sign language, 5) Analytics, 6) Anthropology, 8) Astronomy, 9) Biology, 11) Business, 12) Chemical Dependency Studies, 13) Chemistry, 14) Chicano Studies, 15) Communications, 16) Computer Science, 18) Criminal Justice, 19) Drama, 20) Early Childhood Education, 21) Economics, 22) Education, 23) EAP, 24) English, 25) Environmental Science, 27) Fire Science, 28) Geography, 29) Geology, 30) History, 31) Humanities, 33) Japanese, 35) Mathematics, 37) Meteorology, 38) Music, 39) Native Language, 40) Nutrition, 41) Occupational Education, 42) Oceanography, 43) Physics, 44) Philosophy, 45) Political Science, 46) Psychology, 47) Sociology, 48) Spanish, 49) Student Development Skills, 50) Teaching, 51) Theater, 52) Tribal Gaming Management.

In addition to the above fees, a number fees were adjusted to comply with state tuition fee guidelines requiring fees to be rounded to the nearest dollar. In response, the following fees were adjusted accordingly:

- A. LAB, MATERIAL, AND INSTRUCTIONAL FEE: 7) Art: Ceramics-\$43.00, Print Making- \$22.00, Painting and Drawing - \$17.00, Figure Drawing- \$88.00, Graphic Design- \$53.00, 2D Art- \$35.00, 3D Art & Sculpture- \$35.00, Digital Design- \$58.00, 17) Computer Technology & Systems- \$50.00, 34) Machining - \$16.00, 58) Physical Education: Fitness Center -\$12.00, Equipment fee (PE)- \$12.00, Racquetball Court- \$12.00. 61) Industrial Electronics Software Fee- \$50.00, 64) Technical Professional Software: Natural Resources- \$33.00, 65) Technical Professional Labs: Agriculture/Tree Fruit- \$29.00, Criminal Justice \$29.00, 70) Brewing Class Fee - \$20.00.
- B. MISCELLANEOUS SERVICE FEES: 1) ASWVC Identification Card Replacement Fee\*- increase to \$8.00. 5) Service Fees: Duplicate Copies (W2, 1099, 1098T) increased to \$8.00.

**FEES BEING ELIMINATED**

- A. LAB, MATERIAL, AND INSTRUCTIONAL FEE: 22) Theater (THTR 170 only)- This fee has not been use, any future use will be addresses in the course fee established under liner item 51) above.
- B. MISCELLANEOUS SERVICE FEES: 13) Admissions Application Fee- This fee has been nearing obsolescence with the TAG program. Additionally, removing this fee eliminated barriers for our low income population. Eliminating this fee also better prepares WVC to transition to ctcLink.
- D. PASS THROUGH FEES- EXTERNAL PROGRAMS AND INSURANCE: 4) Experiential Learning Fee- This fee group has been eliminated in its entirety and is now embedded in the \$10 course fee.

**NEW OR CHANGED FEES FOR 2019-20**

- A. LAB, MATERIAL, AND INSTRUCTIONAL FEE:
- 26) Environmental Systems & Refrigeration Technology- This fee has been comingled with Industrial Technology. In addition to separating the fee out, it is also being increased to \$95.
  - 32) Industrial Technology- This fee is being separated from Environmental Systems & Refrigeration as stated above. This fee is also going to \$95.
  - 36) MLT Fee- To cover actual costs to run the program, fee is increased to \$100.00.

- 55) Emergency Medical Training- To cover actual costs to run the program, fee is increased to \$100.00.
- 56) Nursing Program and CNA increased to \$100 to cover costs of the program.
- 60) Radiologic Technology- To cover actual costs to run the program, fee is increased to \$100.00.
- 62) Science Lab- A \$5.00 increase to the science lab budget to enhance the lab experience and cover ongoing costs to maintain the quality of programming. New rate is \$37.00, \$63.00, \$90.00 accordingly
- 64) Technical Professional Software: BCT Software- Fee is being reduced to \$14.00 and applied to more courses to reflect a more equitable distribution of fee to the appropriate students. Industrial Electronics Software Fee- Increased to \$75.00 from \$50.10 to cover actual costs of delivering resources.
- 65) Technical Professional Labs: Natural Resources- Fee increased to \$33 from \$29.20 to reflect the actual cost of delivering lab instruction.
- 72) Robotics- Establishing a fee for new program and course offering. Initial estimated cost sets the course fee at \$75.00.

**B. MISCELLANEOUS SERVICE FEES:**

- 7) Registration Fee- Increased to \$30.00 to address the increased costs of transcript evaluation and support registration efforts to streamline processes.
- 8) Same Day Processing Fee- New fee to provide convenience for expedited processing of transcripts.
- 14) Bachelor's Application Fee: Teaching- Application fee new program offering \$50.00. Data Analytics- Application fee for new program offering.

**D. PASS THROUGH FEES- EXTERNAL PROGRAMS AND INSURANCE:**

- 13) Public Records Request- This fee is in response to recent legislation that allows public entities to charge for processing of public records requests in accordance with approved fee schedule. Photocopy of paper records- .15 cents, Electronic copy of scanned records .10 cents, Files loaded to digital media (CD or DVD) .10 cents. Records on CD or DVD- Various, Postage/Delivery charges/Packaging- Various.

**E. FOOD SERVICE, STUDENT HOUSING AND STUDENT RECREATION CENTER:**

- 2) Student Housing-B) Administrative/Programming Fee- This fee is being made non-refundable, but remains \$200.
- G) Quarterly Fee- Replaces weekly fee and establishes a quarterly fee of \$1,440.
- G) Nightly Fee- Establishes a new nightly rental rate of \$16.00.
- K) Residents Hall Parking Fee- Establishes a parking fee for the residence hall parking lot. This fee will offset some of the maintenance costs associated with the parking lot.

**RECOMMENDATION:**

That the 2019-2020 Student Fee Schedule be approved as presented.

**BOARD MEETING: May 15, 2019**

**AGENDA ITEM: #17 (Action)**

**CATEGORY: ACTION**

**2019-2020 Academic Calendar: Chio Flores**

---

**BACKGROUND:**

The Academic Calendar Committee began meeting in October 2018 to develop the 2020-2021 Academic Calendar, as outlined in Academic Calendar Procedure 1400.600. Drafts #1, #2, #3, and #4 went out to all campus for review and comments were received from faculty and staff. Draft #4 was reviewed in March by cabinet and presented to the board for review.

**RECOMMENDATION:**

That the board approve the proposed academic calendar for 2020-2021.

Wenatchee Valley College - Academic Calendar - Draft #5

**Fall 2020**  
September

S	M	T	W	T	F	S
		1	2	3	4	5
6	<del>7</del>	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**October**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**November**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	<del>11</del>	12	13	14
15	16	17	18	19	20	21
22	23	24	25	<del>26</del>	<del>27</del>	28
29	30					

**December**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	<del>25</del>	26
27	28	29	30	31		

Dec 14th - Grades Due 3 pm

**Winter 2021**  
January

S	M	T	W	T	F	S
					<del>2</del>	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	<del>19</del>	20	21	22	23	24
25	26	27	28	29	30	31

**February**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	<del>15</del>	16	17	18	19	20
21	22	23	24	25	26	27
28						

**March**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Mar 29th - Grades Due 3pm

**Spring 2021**  
April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**May**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	<del>31</del>					

**June**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

June 22nd - Grades Due 3pm

**Summer 2021**  
June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**July**

S	M	T	W	T	F	S
				1	2	3
4	<del>5</del>	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**August**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Aug 23rd - Grades Due 3pm

	Fall	Winter	Spring	Total
Teaching Days	50	51	49	150
Final Exams	3	3	3	9
Prep or Advising Day	3	1	1	5
President's Day	1			1
Deans Day	1	1	1	3
Flexible Professional Days*	2	1	0	3
<b>TOTAL DAYS</b>	<b>60</b>	<b>57</b>	<b>54</b>	<b>171</b>
Holidays				

\*Refer to current AHE collective bargaining agreement

target: 171